

## Fix Up Program eNews

March 16, 2021

The latest news for Minnesota Housing home improvement lender partners



## Electronic Delivery of Documents to AmeriNat

Effective immediately, Minnesota Housing is allowing Fix Up Loan Program documents to be sent to AmeriNat via an email attachment, except for the original note.

- The original note must still be mailed to AmeriNat within the required five day timeframe.
- Securely email documents to AmeriNat at <a href="MewLoansMN@amerinatls.com">NewLoansMN@amerinatls.com</a>.
- Electronic copies must be legible to be accepted as an alterative to mailed documents.
- If you prefer to mail documents to AmeriNat you may continue to do so.
- The <u>Loan Transmittal Form</u> has been updated to reflect these changes.

Continue to upload copies of the trailing documents into Minnesota Housing's loan commitment system instead of mailing them to Minnoesota Housing's office. Be sure to upload these documents separately from the entire closed loan package and use the "Trailing Documents" category to label the documents.

## Reminder: eSignatures Allowed on Most Fix Up Documents

Minnesota Housing accepts electronic signatures for Fix Up loans except on any recorded documents, e.g. mortgages and assignments. Lenders must comply with federal and state electronic signature requirements.

If using electronic signatures, the loan file must contain a certificate of completion or certificate of authenticity from the electronic signature vendor.

## Reminder: New! Quarterly Fix Up Webinar Training

Beginning this month, we are offering a quarterly Fix Up webinar training in lieu of that month's Fix Up check-in call. These quarterly trainings are designed for new lenders or those who need a program refresher.

Please <u>click here to register</u> for the March training which takes place on Wednesday, March 17 from 9:00 - 10:00 a.m.

If you are already signed up for the monthly check-in calls, you will need to register spearately for the quarterly webinar training.

Questions? Contact <u>Kirsten Partenheimer</u> or <u>Shannon Gerving</u>.









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